

American Citizen Services

**American Embassy - Consular Section
Avenida Arce 2780 between calles Cordero and Campos
La Paz, Bolivia**

Thank you for viewing the consular section's webpage. If you have a question that is not covered in the information below, please contact us at consularlapaz@state.gov

**ADOPTIONS
ARRESTS
AUTHENTICATION AND NOTARIAL SERVICES
CHILD CUSTODY DISPUTES
CITIZENSHIP AND BIRTHS ABROAD
CONTACT INFORMATION AND OFFICE HOURS
DEATHS
DRIVING IN BOLIVIA
LEGAL DISPUTES AND ATTORNEY LIST
MARRIAGE IN BOLIVIA
MEDICAL AND HEALTH INFORMATION
PASSPORTS
REGISTRATION
REPORTS OF BIRTH, DEATH, DIVORCE AND MARRIAGE
SELECTIVE SERVICE
SOCIAL SECURITY AND OTHER FEDERAL BENEFITS
TRANSLATORS
TRAVELING ABROAD
TRAVELING TO BOLIVIA
TRAVEL TO THE U.S.
U.S. CUSTOMS
VOTING
WELFARE AND WHEREABOUTS**

ADOPTIONS

Adoption of Children in Bolivia

An American wishing to adopt a Bolivian child will work with the Immigrant Visa division of the Consular Section at the U.S. Embassy in La Paz. First, they should read the information on the Immigrant Visa division's webpage:

<http://bolivia.usembassy.gov/english/consular/immigrantvisas.htm>, then they should contact the Immigrant Visa division (consularlapaz@state.gov, telephone: (591) 2-243-0251, Fax: (591) 2-243-3854) to discuss both American and Bolivian administrative and legal requirements. If the prospective parents are in Bolivia, they may make an afternoon appointment to meet with the Immigrant Visa division of the Consular Section at the U.S. Embassy in La Paz to discuss adoption procedures.

Upon arrival in Bolivia to try to arrange an adoption, U.S. citizens should register with the American Citizens Services division of the Consular Section at the U.S. Embassy in La Paz or online at <http://bolivia.usembassy.gov/english/registration.html>. They will be able to

provide information about any outstanding travel advisories and to provide other information about Bolivia including lists of physicians, attorneys, interpreters and translators.

[Back to the top](#)

ARRESTS

What can the U.S. Embassy do for a person that has been arrested?

Consuls cannot get a U.S. citizen out of jail; when you are in a foreign country, you are subject to the laws of that country. Consuls may only work on a prisoner's behalf with the local authorities if they believe that the American citizen is being treated differently than the other prisoners. They can provide a list of attorneys, (which can also be found online at <http://bolivia.usembassy.gov/consulado/Attorneyslist.pdf>) visit the prisoner at regular intervals, and contact the prisoner's family and friends at the prisoner's request. Consular officers can also deliver money, food, and clothing from the prisoner's family and friends.

[Back to the top](#)

AUTHENTICATION AND NOTARIAL SERVICES

How can I authenticate/notarize documents in the U.S. Consulate?

U.S. citizens and non-U.S. citizens may obtain authentication and/or notarization of certain documents for use in the U.S., provided that the person seeking such service has adequate identification, is competent and willing to perform the act, and the transaction is not of a suspicious or irregular nature. Notarial services are provided between 09:00 and 12:00 noon, Monday through Friday.

If you require the translation of a document, you may obtain a list of authorized translators from the Consular Section of the U.S. Embassy in La Paz, from the Consular Agencies in Santa Cruz and Cochabamba or online at

<http://bolivia.usembassy.gov/consulado/ListadeTraductores.pdf>.

The fees for authentication and notarial services are as follows:

- Notarizing Powers of Attorney or Oaths – US \$30.00
- Acknowledgements/Authentications – US \$30.00
- Notarizing True Copies of documents - US \$30.00
(extra copies \$ 20.00)

All payments must be made by cash or travelers checks.

How can I authenticate/notarize documents in Bolivia?

A Bolivian document that will be used in the U.S. should first be notarized by the Ministry of Foreign Affairs, which is located in Plaza Murillo in La Paz. Once the document has been notarized by the Ministry of Foreign Affairs it should be authenticated by the Consular Section of the U.S. Embassy in La Paz or by either of the Consular Agencies in Cochabamba and Santa Cruz.

[Back to the top](#)

CHILD CUSTODY DISPUTES

What can the U.S. Consulate do in case of a Child Custody dispute?

For questions or problems related to child custody or regarding an international child custody dispute, please contact the following office:

The Office of Children's Issues
Department of State
Office of Children's Issues (CA/OCS/CI)
2201 C Street, N.W.
SA-22, Room 2100
Washington, D.C. 20520-4818
Phone: (202) 736-7000
Fax: (202) 312-9743

Or, you can go to their website: <http://travel.state.gov/family/index.html>

Back to the top

CITIZENSHIP AND BIRTHS ABROAD

How do I process a Report of Birth Abroad and a U.S. passport for my newborn baby?

Birth Abroad to Two U.S. Citizen Parents in Wedlock: A child born abroad to two U.S. citizen parents acquires U.S. citizenship at birth under section 301(c) of the Immigration and Nationality Act (INA). One of the parents MUST have resided in the U.S. prior to the child's birth. No specific period of time for such prior residence is required.

Birth Abroad to One Citizen and One Alien Parent in Wedlock: A child born abroad to one U.S. citizen parent and one alien parent acquires U.S. citizenship at birth under Section 301(g) INA provided that the citizen parent was physically present in the U.S. for the time period required by the law applicable at the time of the child's birth. (For birth on or after November 14, 1986, a period of five years physical presence (two after the age of fourteen) is required. For birth between December 24, 1952 and November 13, 1986, a period of ten years (five after the age of fourteen) is required for physical presence in the U.S. to transmit U.S. citizenship to the child.

Birth Abroad Out-of-Wedlock to a U.S. Citizen Father: A child born abroad out-of-wedlock to a U.S. citizen father may acquire U.S. citizenship under Section 301(g) INA, as made applicable by Section 309(a) INA, provided that:

- 1) a blood relationship between the applicant and the father is established by clear and convincing evidence;
- 2) the father had the nationality of the United States at the time of the applicant's birth;
- 3) the father (unless deceased) has agreed in writing to provide financial support for the child until the applicant reaches the age of 18 years, and
- 4) while the child is under the age of 18 years:
 - A) the applicant is legitimated under the law of his or her residence or domicile,
 - B) the father acknowledges paternity of the child in writing under oath, or
 - C) the paternity of the applicant is established through the adjudication of a competent court.

Birth Abroad Out-of-Wedlock to a U.S. Citizen Mother: A child born abroad out-of-wedlock to a U.S. citizen mother may acquire U.S. citizenship under Section 301(g) INA, as made applicable by Section 309(c) INA, if the mother was a U.S. citizen at the time of the child's

birth and had previously been physically present in the United States or one of its outlying possessions for a continuous period of at least one year.

Documentary Evidence Needed to Establish a Citizenship Claim

C H E C K L I S T

Please submit the following checked item(s) to the American Citizens Services division of the Consular Section at the U.S. Embassy in La Paz or to the relevant Consular Agency in Santa Cruz or Cochabamba.

1. Child's original foreign birth certificate.
2. Proof of parent's or parents' U.S. citizenship (i.e. certified copy of U.S. birth certificate, U.S. passport, Certificate of Naturalization or Citizenship, Consular Report of Birth Abroad, etc.)
3. Proof of parents' identity: officially issued photo ID.
4. Certified copy of the parents' marriage certificate.
5. Documentary evidence of termination of any previous marriages of either parent (i.e. divorce decree, death certificate, etc.), if applicable.
6. Affidavit of Paternity/Maternity and Physical Presence executed before a notary public.
7. For the child's passport, one photograph. The photo must be recent (taken within the past six months), identical, 2x2 inches, color with a white background. (Vending machine photographs are not acceptable.)
8. Fees: Effective June 1, 2002, a fee of \$65.00 is charged for an Application for Report of Birth Abroad of a Citizen of the United States.
9. Other. The Immigration and Nationality Act (INA) requires that both a blood and a legal relationship exist between the child and the U.S. citizen parent. 22 CFR 51.40 provides that the burden of proof is upon the applicant to establish a claim to U.S. citizenship.
10. Power of Attorney: If the application is executed by a person other than a U.S. citizen, or by an alien parent or legal guardian, that person must present a notarized statement of authorization from a parent in order to execute the application for a U.S. passport or Consular Report of Birth Abroad for the child.

How do I have an amendment done in my Report of Birth Abroad?

Amendments usually are made to correct Consular errors in the information shown on the face of the document. They may also record a change of name by adoption or other legal proceeding. After a Consular Report of Birth Abroad has been issued and the application filed with the Department of State, the document can be amended by the Department Passport Services, Correspondence Branch (CA/PPT/PS/PC). That office prepares a new report of birth showing the amended data, upon request by the parent(s), legal guardian(s), or the registrant (person in whose name it was issued). After the registrant's 18th birthday, only the registrant may request amendment.

Written Request

Direct persons requesting an amendment of the Consular Report of Birth Abroad, for whatever reason, should submit a signed request addressed to:

Department of State
Passport Services
Correspondence Branch (CA/PPT/PS/PC)
1425 K. Street, N.W.
Washington, D.C. 20524

Contents of Request

The requestor should include appropriate supporting documents (such as an adoption decree or court decree showing legal change of name). The requestor should include a copy of the previously issued Consular Report of Birth Abroad or an affidavit explaining the unavailability of this document as well as the appropriate fee (which will be the same as for the originally issued Consular Report of Birth Abroad). The fee will be refunded if it is determined that the need for amendment is due to Department error. The serial number assigned to an amended Consular Report of Birth Abroad will be the same as the number on the original, but will be followed by a dash and a number indicating that it is not the original issuance (Example, -1 for the first amendment).

Back to the top

CONTACT INFORMATION AND OFFICE HOURS

How can I get in contact with the American Citizen Services section during office hours and non-office hours?

American Citizen Services are available at the following locations:

Consular Section of the Embassy of the United States of America

Embassy of the United States of America
2780 Avenida Arce (between calles Cordero and Campos)
La Paz, Bolivia
Hours: 8:30 a.m. - 5:30 p.m.

Telephone:

During normal business hours, 8:30 a.m. - 5:30 p.m.: 591-2-243-3812

Emergencies after hours: 591-2-243-0251

Fax: 591-2-243-3854

Email: consularlapaz@state.gov

Consular Agency in Santa Cruz

Ave. Roque Aguilera #146 (Tercer Anillo)

Between Ave. Pirai and Ant.Carret. a Cochabamba)
Santa Cruz, Bolivia
Hours: 9:00 a.m. - 12:00 noon
Telephone: (591-3) 351-3477 or 351-3479 or 351- 3480
Fax: 591-3-351-3478

Consular Agency in Cochabamba

Avenida Oquendo 654
Torres Sofer, Room 601
Cochabamba, Bolivia
Hours: 9:00 a.m. - 12:00 noon
Telephone: (591-4) 411-6313 or 425-6714
Fax: 591-4-425-6714

Please note that the Consular Agencies in Santa Cruz and Cochabamba provide services to American Citizens and provide visa information; however, the Consular Agencies do not take visa applications, handle visa cases, or issue visas to the United States.

How can I contact the Bolivian Embassy in the U.S.?

The contact information for the Bolivian Embassy in Washington D.C. and the Bolivian Consulates in the U.S. may be found at <http://www.bolivia-usa.org/>

Back to the top

DEATHS

What assistance can I get from the U.S. Consulate if a relative dies in Bolivia?

When a U.S. citizen dies abroad the Consular Section of the U.S. Embassy in La Paz or the relevant Consular Agency in Santa Cruz or Cochabamba should be notified as soon as possible. When there is no next-of-kin in the country, a consular officer will notify the next-of-kin of the deceased and inform them about options and costs for disposition of the remains. All costs associated with preparing and returning the body to the U.S. must be paid by the family. A Consul prepares a Report of Death based on the Bolivian death certificate, which is then forwarded to the next-of-kin for use in estate and insurance matters.

If you are in Bolivia when a U.S. relative dies in Bolivia, please bring the following:

- The original death certificate from the Corte Electoral Departmental,
- The deceased's social security card number, and
- And the passport of the deceased to the American Citizen Services division of the Consular Section at the U.S. Embassy in La Paz or to the relevant Consular Agency in Cochabamba or Santa Cruz.

You will be asked to fill out a Report of the Death of an American Citizen Abroad Form. Twenty original Reports of the Death of an American Citizen Abroad will be given to the next-of-kin. The original Report will be sent to Washington D.C., where additional copies will be available for a \$10 fee.

Back to the top

DRIVING IN BOLIVIA

Can I drive in Bolivia with my U.S. Driver's License?

You can drive in Bolivia with your U.S. driver's license while you are visiting in Bolivia. If you are planning to reside in Bolivia, you should first get a local temporary driver's license, which will be valid for a year and then obtain a the permanent license.

[Back to the top](#)

LEGAL DISPUTES AND LAWYERS

How can I obtain legal assistance?

Although Consular Officers cannot serve as your attorneys or give legal advice, they can provide you with a list of local attorneys. However, neither the Department of State nor the U.S. Embassies in La Paz can assume any responsibility for the caliber, competence, or professional integrity of the listed attorneys. The list of attorneys is available at the Consular Section of the U.S. Embassy in La Paz, at the Consular Agencies in Santa Cruz and Cochabamba, and online at: <http://bolivia.usembassy.gov/consulado/Attorneyslist.pdf>. The U.S. Government cannot fund your legal fees or other related expenses.

[Back to the top](#)

MARRIAGE IN BOLIVIA

What are the requirements to get married in Bolivia?

Before any civil registrar's office will permit an American to marry in Bolivia, the following documents must be presented:

1. Certified copy of birth certificate translated into Spanish and authenticated by a Bolivian Consul in United States. If you are in Bolivia, this can be translated into Spanish by an official translator and authenticated by the U.S. Consul in Bolivia or by our Consular Agents in Cochabamba and Santa Cruz.
2. If applicable, certified copies of death certificates or divorce decrees terminating all previous marriages, translated into Spanish and authenticated by a Bolivian Consul in the United States.
3. Valid United States passport.
4. Written statement in Spanish, sworn to before an American Consul or Consular Agent in Bolivia, stating the applicant's current marital status.
5. Proof of three months continuous residence in Bolivia. This can be waived at the discretion of the local official.

Only civil marriages are recognized as legal in Bolivia. Civil marriages are performed by a civil registry official, either before or after a religious ceremony. Although the age of majority in Bolivia is 21, men can marry at 16 and women at 14 with permission from parents or guardians. Exceptions can be made for pregnant minors whose parents refuse permission and for orphans (orphans must have permission to marry from the Tribunal Tutelar del Menor and from the Juez de Familia). As in the United States, marriage is not permitted between close blood relatives, and bigamy is against the law. Marriage is also forbidden to a long list of others, including the mentally ill. Widows, divorcees and women who have had marriages annulled cannot remarry sooner than 300 days after the death of a husband, the date of the final decree of divorce or the notice of annulment.

Marriages performed outside the United States are generally recognized in the United States. In order for a Bolivian Marriage Certificate to have legal validity in the United States, it should be first authenticated by the Bolivian Ministry of Foreign Affairs and then notarized by the American Consul in Bolivia.

[Back to the top](#)

MEDICAL AND HEALTH INFORMATION

How can I obtain medical assistance?

If you become sick or hurt, you can contact a consular officer for a list of local doctors, dentists, and medical specialists. This list of physicians is available at the Consular Section in La Paz, in any of the Consular Agencies in Santa Cruz and Cochabamba, and online at: <http://bolivia.usembassy.gov/english/consular/medicalresources.htm>. If you are injured or become seriously ill, a consul will help you find medical assistance and, at your request, inform your family or friends. The U.S. government cannot pay for hospital or medical services for Americans overseas and cannot pay to evacuate you for treatment in the United States.

**The Health Unit welcomes you to La Paz!
We hope your stay here is a safe and healthy one.**

- [Health Advise for Travelers to La Paz](#)
- [Immunizations](#)
- [Altitude Illness](#)
- [Adjusting to High Altitude](#)
- [Your Pregnancy in Bolivia](#)
- [Santa Cruz Medical Information Sheet](#)
- [La Paz 2002 Health Book](#) (pdf format, requires [Adobe Acrobat Reader](#))

[Back to the top](#)

PASSPORTS

How do I renew a U.S. passport?

1. Your current passport. If your current passport is unavailable, please read instructions for lost or stolen passport.
2. One (1) color passport photo, 2" x 2" on white background.
3. Fees are \$ 55.00 for adults, \$ 70.00 for children under 16, and \$ 85.00 for those applicants 16 and older whose previous passport was valid for only 5 years.
4. Family photographs may be required in order to establish the identity of minor children. These photos should range between the ages in which their previous passport was issued up to their current age.
5. For renewal applications for children under 14 years old, both parents must appear and sign the application.

If only one parent is present, the parent applying for a passport must submit a signed statement from the non-applying parent consenting to the passport's issuance, or primary evidence of sole authority to apply, such as one of the following: a) a court order of sole custody; b) death certificate of the non-applying parent; or c) a birth certificate that lists only the applying parent. If no such evidence is available, the applying parent should submit

a signed statement, that includes the child's name and date of birth, explaining why the non-applying parent's consent cannot be obtained.

If neither parent is present, a notarized written statement or affidavit signed by both parents authorizing a third party to apply for a passport must be submitted. When the statement is from only one parent, the third party must present evidence of sole custody of the authorizing parent.

The application must also include the following:

- * A birth certificate that includes the names of the child's parents.
- * Proof of identity of each parent, or the authorized third party.

How do I replace a lost/stolen/mutilated passport?

To replace a lost, stolen or mutilated passport you should submit:

Evidence of U.S. citizenship. The most common evidence of citizenship is a U.S. birth certificate (original or certified copy), Consular Report of Birth Abroad of a Citizen of the United States of America (Form FS-240 hereafter CRBA), Certification of Report of Birth (Form DS-1350), Certificate of Citizenship, Naturalization Certificate, expired U.S. passport, etc.

Proof of identity. The most common are driver's license, previous passports, school identification card, school diploma, residency card or any other government/official document with name and picture. If the applicant is a minor, family photographs of the child in the United States will have to be presented.

One (1) color passport photos, 2" x 2" on a white background.

Report from the Tourist Police in cases of LOST/STOLEN passports. The Tourist Police provides free services for tourists 24 hours a day. They are located in: Esquina Calle Murillo y Calle Sagárnaga, Shopping DORIAN, in La Paz, telephone: 800-10-8687.

E

or replacement applications for children under 14 years old, both parents must appear and sign the application.

If only one parent is present, the parent applying for a passport must submit a signed statement from the non-applying parent consenting to the passport's issuance, **or** primary evidence of sole authority to apply, such as one of the following: a) a court order of sole custody; b) death certificate of the non-applying parent; or c) a birth certificate that lists only the applying parent. If no such evidence is available, the applying parent should submit a signed statement, that includes the child's name and date of birth, explaining why the non-applying parent's consent cannot be obtained.

If neither parent is present, a notarized written statement or affidavit signed by both parents authorizing a third-party to apply for a passport must be submitted. When the statement is from only one parent, the third-party must present evidence of sole custody of the authorizing parent.

The application must also include the following:

- A birth certificate that includes the names of the child's parents.
- Proof of identity of each parent, or the authorized third party.

Fees are \$ 85.00 for adults (16 and older) and \$ 70.00 for children.

NOTE: When a replacement passport is issued, you must get Bolivian Immigration to put an entry stamp in it.

How do I have extra pages added to my passport?

You may have extra pages added to your passport if you submit [Form DS-19](#) (Passport Amendment/Validation Application) to the American Citizen Services Unit. This process normally takes 20 min. There is no fee for this service.

I need to travel right away and my passport has expired, what should I do?

You should contact the American Citizen Services section at (591-2) 243-3812.

What kind of picture do I need for my new passport? Where can I have them done?

One (1) recent photograph of the passport bearer is required at all times. No joint photograph of the bearer and other person(s) will be accepted.

SIZE AND STYLE

Photograph shall be 5x5 cm. (2x2 in.). The image size measured from the bottom of the chin to the top of the head including hair shall be not less than 2.5 cm. Nor more than 3.4 cm (from 1'10 to 1'38 in.)

Photograph must have been taken within 6 months of the date of the application and should portray a good likeness of the applicant. Photographs must be clear with a full front view of your face and white background. Photograph should be taken in normal street attire, without a hat, or dark glasses (unless required for medical reasons.)

PHOTO STUDIOS

ESTUDIO FOTOGRAFICO EGUINO

Plaza del Estudiante 1924

Tel. 231-3724

La Paz

RAPID FOTO COLOR

Av. Mariscal Santa Cruz 1350

Tel. 237-1876

Calle 21 # 8226, Calacoto

(Lado Supermercado Ketal)

Tel. 279-0157

FOTO MUNDO

Calle 21 # 8215, Calacoto

(Frente Supermercado Ketal)

Tel. 279-7100

How do I have an amendment done in my passport?

If you were recently married or divorced or had your named changed through a court order and need to amend your passport, you will need to complete [Form DS-19](#) (Passport Amendment/Validation Application). Submit this application with your passport and documentary evidence such as a certified court order, marriage certificate or divorce decree

to support a change of name. The American Citizen Services Unit will return the documentary evidence with your amended passport. There is no fee for this service.

[Back to the top](#)

REGISTRATION

How should I register with the U.S. Embassy?

As soon as you arrive to Bolivia, you should register in person, by telephone or by email with the Consulate in La Paz or with any of the two Consular Agencies located in Cochabamba and Santa Cruz. Registration will make your presence and whereabouts known in case it is necessary to contact you in an emergency. If you register in person, you should bring your U.S. passport with you. Your passport data will be recorded at the consulate, thereby making it easier for you to apply for a replacement passport should it be lost or stolen.

You can also register online at <http://bolivia.usembassy.gov/english/registration.html>

[Back to the top](#)

REPORTS OF BIRTH, DEATH, DIVORCE AND MARRIAGE

Where can I obtain a copy of a Bolivian birth, death, divorce or marriage report?

You can obtain a copy of these reports in the Corte Electoral Departmental in any of the main cities of Bolivia. This needs to be done personally or by a person holding a specific power of attorney for this purpose.

Where can I obtain a copy of a U.S. birth, death, divorce or marriage report?

The National Vital Statistics System is responsible for the Nation's official vital statistics. These vital statistics are provided through state-operated registration systems. The registration of— births, deaths, marriages, divorces, and fetal deaths **within the U.S.** - is a State function.

For information on how to obtain copies of vital events you can contact <http://www.cdc.gov/nchs/howto/w2w/w2welcom.htm>

Where can I obtain a copy of a Consular Report?

Consular Report of Birth Abroad

A document issued by an American embassy or consulate reflecting the facts of a birth abroad of a child acquiring U.S. citizenship at birth through one or both parents. This record, also known as an FS-240, along with the Certification of Birth, DS-1350, are acceptable as proof of birth and U.S. citizenship for all legal purposes.

Report of the Death of an American Citizen

A document issued by an American embassy or consulate reflecting the facts of a death abroad of an American citizen. The document is based upon the local death certificate.

Certificate of Witness to Marriage

A document issued by an American embassy or consulate reflecting the facts of a marriage abroad in which at least one party is an American Citizen. A consular officer must have attended the ceremony. This accommodation was discontinued in 1987.

Submit a signed, written request including all pertinent facts of the occasion along with requester's return address and telephone number. Only the subject, parent, or legal guardian may request a birth record. If the request is for an FS-240, the original FS-240 or a notarized affidavit attesting to its disposition must be included with the request. If a birth record is to be amended or corrected, appropriate certified documents supporting the request must be included.

The request must be notarized by the U.S. Consul/Vice Consul/Consular Agent.

The request must include a copy of a valid photo identification of the requester (driver's license, passport, etc., even if the requester is not an American Citizen.)

Where to Write

U.S. Department of State
Passport Services
Vital Records Section
1111 19th St., NW, Suite 510
Washington, D.C. 20524

Cost

\$30.00 for one copy FS-240.

\$30.00 for first copy and \$20.00 for each additional copy for DS-1350, Report of Death, Certificate of Witness to Marriage and Certificate of No Record.

Turnaround Time

Unlike passport agencies, which receive all of the documentation needed from the applicant, most consular vital records must be retrieved from off site repositories, including the National Archives. Since the time required to retrieve these records varies significantly based upon the type of record and date of occurrence, it is impossible to give a definite turnaround time. However, most cases can be completed between four and eight weeks.

Expedite Service

Overnight delivery can save about ten days processing time, but there is no way to reduce the retrieval time. Overnight return via Federal Express is available for an additional \$10.00 or the requester may provide a pre-paid air bill for the carrier of choice.

Additional Information

The Vital Records Section can be reached at (202) 955-0307. A clerk or caseworker will be pleased to assist you.

[Back to the top](#)

SELECTIVE SERVICE

How can I register for Selective Service?

Citizens of the United States who are to be registered under the Military Selective Service Act and who are not in the United States on any of the days set aside for their registration, shall present themselves at the Consular Section in La Paz or at the Consular Agencies in

Santa Cruz or Cochabamba for registration before a Consular Officer of the United States. It is required that the person that will be registered has a Social Security number.

[Back to the top](#)

SOCIAL SECURITY AND OTHER FEDERAL BENEFITS

What Social Security services are provided in the U.S. Consulate?

Federal agency monthly benefits checks are generally sent from the Department of the Treasury to the U.S. Embassy or Consulate in the countries where the beneficiaries are residing.

The Consular section provides the following Social Security Administration services:

- Distribution of benefits checks
- Report changes in payee status (address change, name change, death of a payee, or death of a payee)
- Assist claimants and beneficiaries with claims or requests for information
- Accept Social Security Number applications

Consult the official site of the Social Security Administration www.ssa.gov for additional information.

Where can I obtain federal tax forms and information on federal tax issues?

Many federal tax forms are available in the Consular Section. Tax advice is not available since there is no Internal Revenue Service representative at the Embassy in La Paz. Taxpayers requiring IRS assistance should contact the [Philadelphia Service Center](#) or visit the Internal Revenue Service's website at www.irs.gov

[Back to the top](#)

TRANSLATORS

How should I go about contacting an authorized translator?

If you require the translation of a document, you may obtain a list of authorized translators from the Consular Section and Consular Agencies or online at <http://bolivia.usembassy.gov/consulado/ListadeTraductores.pdf>.

[Back to the top](#)

TRAVELING TO BOLIVIA

Do I need a Visa to enter Bolivia?

A Visa is not required for tourist stay of up to 90 days. Tourist cards issued upon arrival in Bolivia. A "Defined Purpose Visa" for adoptions, business, or other travel requires one application form, 1 photo, \$85 fee and for business travelers, a letter from company explaining purpose of trip. For more information, contact the Consular Section of the Embassy of Bolivia, 1819 H St., NW, Suite 240, Washington, DC 20006 (202/232-4827/28),

or the Consulate General 9100 S. Dadeland Blvd., Suite 406, One Darlon Center, Miami, FL 33156 (305/670-0709).

Where can I extend my Visa or change my Visa status?

You can extend your Visa or change your Visa status in the Servicio Nacional de Migración offices in:

La Paz - Avenida Camacho, entre Calle Bueno y Loayza
Phone- (5912) 211-0960

Cochabamba – Calle Jordán Esquina Esteban Arce
Phone – (5914) 422-5553

Santa Cruz – Ave. Profesor Noel Kempff Mercado #1108
Phone – (5913) 343-8564 or 343-8559

There are immigration offices in most of the main cities in Bolivia, but their addresses vary from time to time. You can check their addresses by calling (5912) 211-0960

Does my U.S. child need a special permit to leave Bolivia when traveling with only one parent?

Yes. If your child is a permanent resident in Bolivia, in order for the minor to travel with only one parent you should obtain the “Permiso de Viaje para Menor al Exterior” issued by the “Juzgado de Partido de la Niñez y Adolescencia” (which is located in Edificio Hansa, 5th floor) for each child signed by the other parent.

For more information about traveling to Bolivia visit:

<http://www.travel.state.gov/travel/bolivia.html>

For more information about traveling to Bolivia and South America visit:

http://www.travel.state.gov/travel/tips_samerica.html

Back to the top

TRAVEL TO THE U.S.

The Transportation Security Administration (TSA) (www.tsa.gov) regularly updates security information related to travel to and in the United States. Please check the TSA website for up to date information on about new airport security measures in the United States. The website includes a list of timesaving tips, information on assistance for special needs, the latest list of prohibited and permitted items and other information that will help guide you smoothly through the security process.

Travel Advice from TSA

The Transportation Security Administration (TSA) is now screening all checked bags. In some instances, the screening includes opening luggage after it has been checked in by the passenger. Leaving bags unlocked will avoid the potential need for them to be opened forcibly. (Note: TSA has opened bags forcibly, either by cutting padlocks off luggage or forcing open built-in locks). TSA is moving toward providing travelers with free, padlock-like seals that screeners can snip open if a search is necessary. But for now, air travelers are

advised to use cable or zip ties as an alternative to baggage locks. If a checked bag is searched, a statement to that effect will be inserted in the bag to notify the owner. TSA has developed bag search plans with each of the nation's airports. Besides the large Explosive Detection System (EDS) machines, screening will be done using methods including explosives trace detector machines, explosives-sniffing dogs, passenger-bag matching and hand searches.

The following packing tips are provided by TSA:

1. Do not pack food or beverages in checked bags.
2. Pack footwear on top of other contents.
3. Put personal belongings in clear plastic bags to reduce chances of a TSA screener having to handle them.
4. Spread out books - do not stack books.
5. Travelers should not place undeveloped photographic film in checked bags, as it will likely be damaged by screening equipment.
6. Leave gifts unwrapped- screening may require them to be opened.
7. Put scissors, pocketknives and other sharp items in checked bags; never in carry-ons.
8. For other tips, visit the TSA website www.TSATravelTips.us.

Additional suggestions:

- * Do not place high-value items in checked bags.
- * If your destination has APO/USPS service, mail items to yourself at your destination.
- * Take digital photographs of your bags as you pack, with a photo for each layer of packed items in each bag. This will be helpful to you should you need to submit a claim for pilfered items.
- * Remove batteries from any small electrical appliances (clocks, penlights) and place them elsewhere in the bag.
- * Prepare an inventory of the items in the bag (separate bags, separate inventories). Place the inventory on the top layer before you close the bag. This may discourage pilferage. Keep a separate copy with you.

Back to the top

U.S. CUSTOMS

What documents do I need to take my pet back to the U.S.?

The Public Health Service is the U.S. Government agency that regulates the entry of non-working dogs (pets, show dogs, etc.) and cats into the United States. The following requirements must be met when exporting cats and dogs to the United States.

1. At least three months old.
2. Free of infectious disease.
3. Accompanied by a valid certificate of vaccination (Certificado Unico Zoosanitario) extended by a licensed veterinarian that:
 - (a) Identifies the dog.
 - (b) Specifies the expiration date for the vaccinations not earlier than the date of the dog's arrival in the United States. If the expiration date is not indicated on the certificate, it will be valid for only 15 days from the date of issue.
 - (c) Specifies the date of vaccination not less than 30 days prior to the date of arrival.
4. An export permit (Certificado Zoosanitario Para Animales de Compañía) from SENASAG (Servicio Nacional de Sanidad Agropecuaria e Inocuidad Alimentaria) located in: La Paz- Calle Juan de La Riva #1595. Phone (5912) 220-4153.

Cochabamba – Calle Cincinato Km. 12.5, Quillacollo. Phone (5914) 436-5881.

Santa Cruz – Ave. Ejército Nacional #107. Phone 332-1813.

Further inquiries should be referred to APHIS, Veterinary Services at (301) 734-4357. The United States Customs Service is the agency responsible for implementing and enforcing these regulations at the U.S. Port of Entry. For additional information, you can visit the following site: <http://www.aphis.usda.gov/oa/pubs/travel.html>.

What do I need to know about U.S. Customs before I travel to the U.S.?

If you left the U.S. for purposes of traveling, working, or studying abroad, and return to resume U.S. residence, you are considered a returning U.S. resident by the U.S. Customs Service. As a returning U.S. resident you'll need to declare everything you take back that you did not have with you when you left the United States. If you need specific information about Customs procedures, requirements, regulations or policies regarding travelers, you can contact the U.S. Customs Service web site: <http://www.cbp.gov>

Back to the top

VOTING

How can I vote absentee?

Americans who reside abroad are usually eligible to vote by absentee ballot in all federal elections and may also be eligible to vote in many state and local U.S. elections. The American Citizen Services Unit has a voting guide and the registration forms needed to vote by absentee ballot. Information on state voting requirements and primaries is available at the section and at www.fvap.gov

Back to the top

WELFARE AND WHEREABOUTS

How can I find a friend or relative living in the U.S.?

The U.S. Embassy does not have the resources to help locate a person living in the United States. There are, however, many public records to help you locate a U.S. resident yourself. To search for your friend or relative in U.S. phone books, try [Infobel.com](http://infobel.com). You may also wish to contact the Bolivian Embassy in the U.S. at <http://www.bolivia-usa.org/>

How can I find a friend or relative living in Bolivia?

Should one of your family members be missing, the Consular Section can assist you in locating them. Should you become concerned about the welfare of a family member, this office can also assist you. When contacting the ACS office in these cases, please have:

- The name of the person you are looking for,
- His/her U.S. passport number,
- Date and place of birth,
- Travel plans,
- And the date when he/she entered Bolivia.

Please note that once an individual is located, you will be notified of this ONLY if he/she has signed an authorization or given verbal permission to waive the Privacy Act, which prevents us from releasing information about persons without their consent.